



Utah State Office of Education
School Finance and Statistics
250 East 500 South
PO Box 144200
Salt Lake City, Utah 84114-4200

SOE 06-2350-65
Revised July 1, 2008

SP - 4 FORM

PRELIMINARY INFORMATION ON PROPOSED SCHOOL FACILITIES CONSTRUCTION*

1. School Name: _____ Grades Housed: _____
2. School Address: _____
3. School District: _____
4. School District Building Official/Charter School Building Officer : _____
5. Date: _____
6. Type of Project: _____
 - A. _____ Complete New School _____ New Building(s) _____ Addition
_____ Remodel _____ New Location _____ Existing Location _____ Maintenance/Repair
 - B. Total Square Footage: _____ New _____ Remodeled
7. Architect (Firm Name): _____
Project Lead Architect: _____
Address: _____
Telephone: _____ FAX: _____
E-Mail Address: _____
8. Lead ICBO licensed inspector of record: _____ License #: _____
If inspector listed is not combination licensed, list other required inspectors below:

9. Certified Plan Review Performed by: _____
10. Structural Peer Review Performed by (when structural design is involved): _____
11. Funding source(s) (please list all): _____
Will state building aid be used in financing this project?
_____ Yes _____ No If yes, what type? _____
12. Preliminary cost estimate? _____ Estimated completion date: _____

Please submit all documentation to: Utah State Office of Education
Jenefer Youngfield, School Construction Inspection Specialist
School Finance and Statistics
250 East 500 South
PO Box 144200
Salt Lake City, UT 84114 4200

Phone: (801) 538-7669; FAX: (801) 538-7729

E-Mail: jenefer.youngfield@schools.utah.gov

** This completed form must be included (preferably electronically), when a facility construction project proposal is initially submitted to the State Office of Education, in accordance with Administrative Rule R277-417 "Oversight of School Inspections", as passed on May 9, 2008.*